

Coast Guard Academy Board of Trustees Trustee Job Description

Authority

The Coast Guard Academy Board of Trustees Charter, signed by the Commandant, serves as the official document assigning Trustees to the Board.

Responsibilities

Trustee responsibilities include:

- Become knowledgeable on all Academy programs;
- Read and understanding the Board Charter, relevant Coast Guard and Coast Guard Academy documents;
- Review material provided by the Chair before Board meetings;
- Understand resource requirements;
- Help to determine and prioritize resource needs—supporting resource decisions;
- Continue Board and committee work, in-between meetings, as directed by the Board or Committee Chairperson;
- Attend and actively participate in all meetings;
- Champion and advocate the Academy;
- Ensure the Academy serves the needs of the Coast Guard;
- Become familiar with and ensure strategic alignment between the Academy, the Coast Guard, and the Department of Homeland Security;
- Contribute personally and financially to enhance the Academy;
- Provide for student and faculty well-being;
- Market and advocate Board decisions while protecting confidentiality of Board business, when appropriate;
- Contribute program and professional knowledge and expertise;
- Build internal and external networks to support the Academy, and;
- Become knowledgeable in one area of cadet, officer candidate, or faculty life and become fully engaged.

Guiding References

The following references are essential for effective Board governance:

- The Coast Guard Academy Board of Trustees Charter;
- The job description for the Coast Guard Academy Board of Trustees Chairperson;
- Association of Governing Boards of Universities and Colleges (AGB) publications, including two regularly published periodicals, Trusteeship and Priorities;
- American Council on Education, and;
- Chronicle of Higher Education.